

SUMMARY

Changes in the Suitability Management System

Case Management

The Special Activities Staff, Office of Personnel coordinates the management of employee suitability problems across the Agency.

The Applicant Review Process

More communication and candor impacting on the decision process.

The Trial Period Process

Increased emphasis on the security/suitability review and on supervisors' responsibility for certification.

The Employee Review Panel

- 1) To exchange adverse information on Trial Period employees,
- 2) As an overseas candidate review panel,
- 3) As a fact-finding group to review all adverse information available about a troubled employee,
- 4) As a cross-directorate assignment group,
- 5) To review situations involving employee personal contacts with foreign nationals.

The Personnel Evaluation Board

Chief, Counterintelligence Staff included as a standing member.

Outplacement

Intensified efforts to assist separating employees to obtain outside employment.

Continuing Contact with Certain Former Employees

Mechanism established to track and stay in contact with former employees who may present a risk.

Continuing and Close Contact with Foreign Nationals

Guidance to all stations and bases about monitoring and quarterly reporting procedures.

Central Reference

Incorporates personnel, medical, CI and/or security information.

Postmortems

Studies of past cases to apply lessons learned.

Education

March 1986 joint seminar.

Increased briefings and speeches for first line supervisors and managers.

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